

From: Eugene Lee/DC/USEPA/US
Sent: 3/23/2012 3:01:05 PM

To: Tiffeny Washington/DC/USEPA/US@EPA; Steve Rowe/DC/USEPA/US@EPA
CC: Christopher Burgess/DC/USEPA/US@EPA; Gilberto Irizarry/DC/USEPA/US@EPA
Subject: Request for Position-Specific EOC in-box support

Tiffeny & Steve,

As I discussed with Tiffeny earlier, we will be standing up a virtual Environmental Unit on Monday to support review of Dimock sampling results and need to prepare the EU in-box for use.

Could you please make sure the EU position specific mailbox is cleaned out with old email archived?

Access rights and the link to the EU mailbox will need to be provided to - Schatzi Fitz-James, Terry Smith and Janine Dinan. There will also be several ORD names to add to the group which we will find out early next week.

Also, Tito and I should be given access rights (if we don't have them already) and it would be helpful to send us the link.

Please confirm that the above is doable by Monday morning.

Thanks and let me know if you have any questions.

Eugene